

QSY

JEWELRY



Regulations for the
development of an
exclusive collection for the
customer.

Main stages and deadlines

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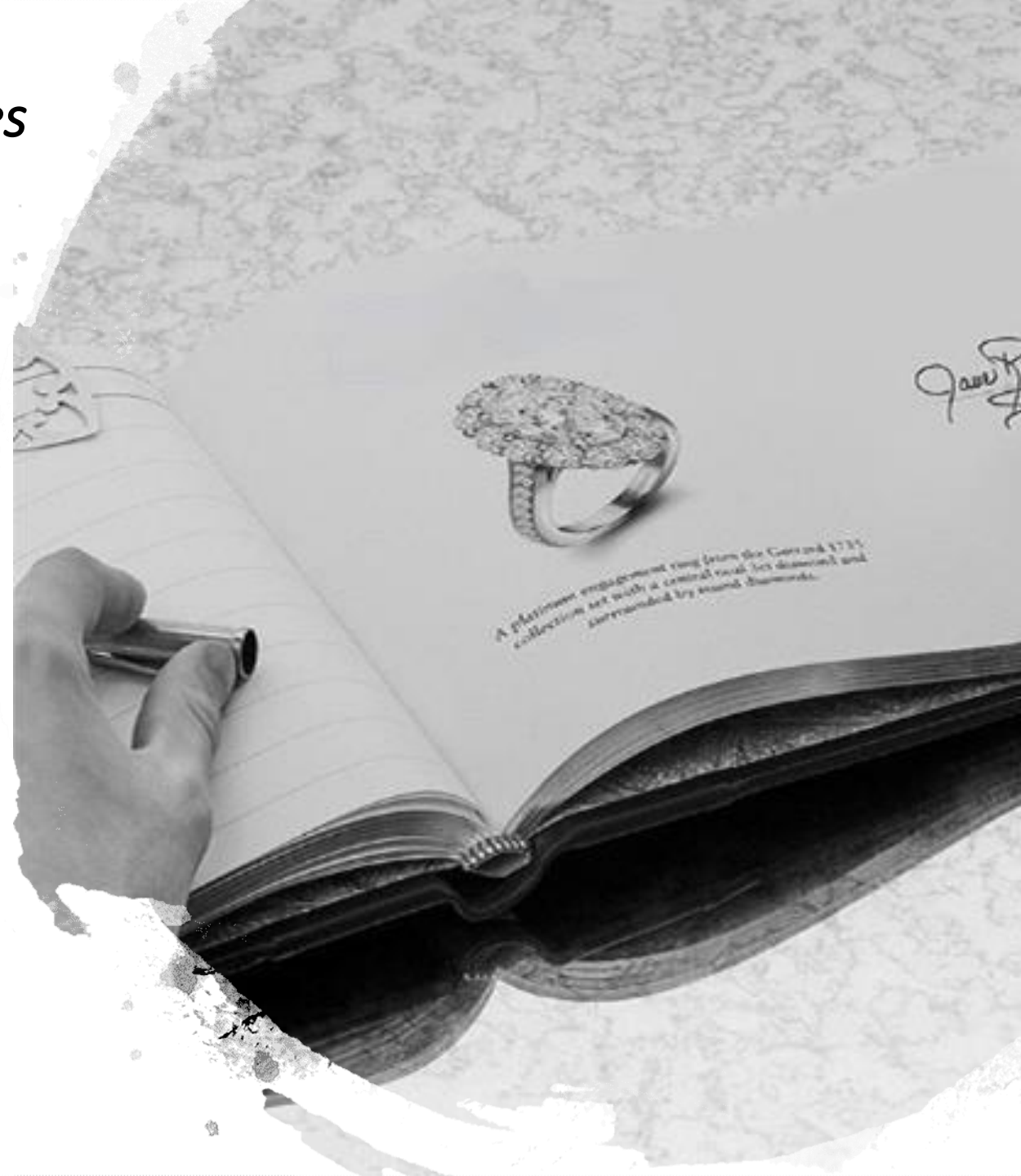
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Identify concept and customer preferences

The customer sends his vision of the collection in a free format (sketches, photos, videos) and provides essential information, encompassing:

- ✓ The central concept or main idea of the collection
- ✓ The desired jewelry material to be used
- ✓ Average weight of jewelry (maximum allowable)
- ✓ Average cost (maximum allowable)
- ✓ SKU quantity
- ✓ The specific types and quantities of jewelry required
- ✓ Logo placement (optional)
- ✓ Expected order date
- ✓ Contact details of the person responsible for overseeing the project



Collaboration with Brand Manager to ensure uniqueness of the collection

Brand manager coordinates and approves the brand book for the current year.

After receiving a request for the development of collection from the customer, brand manager checks the possibility of starting work on project or offering options for similar collections that are in the production stage.

The application consideration period is - from 3 to 5 days.

Brand manager contacts the customer to discuss the details and confirm the project.



Technical specs development and approval

The customer and the brand manager thoroughly describe all the consumer properties of each jewelry item in detail:

- Size
- Diameter
- Weight
- Material
- Inserts
- Locks
- Weave type and chain thickness
- Coating

Confirm the color of stones and the coating for the sample.

Brand manager prepares the technical specification with all the details (within 2 - 4 days, depending on the complexity) and sends it for approval to the customer. The customer agrees the terms of the technical specification and gives comments. The approval period is 3 - 5 days.

Comments and approvals will only be accepted in e-mail format, as this is a crucial and integral part of the contract.



Deposit payment

Based on the mutually agreed technical specifications, the company issues an invoice to the customer for the deposit payment. The deposit amount will be included in the total order cost.

Once the deposit is received, the project will be initiated.

The customer has the option to request any necessary additions or modifications to the technical specifications within a timeframe of 3 days after submitting for production.



Sketch validation

Brand manager sends an email to the customer containing sketches for approval. The approval process typically takes between 10 to 21 days, depending on the complexity of the project.

The customer is requested to provide feedback via email using the same format in which the sketches were received (see example →).

Once the customer's comments are received, the Brand manager will reach out to confirm the details.

If further adjustments are required, the approval procedure will be repeated. However, if the model needs to be corrected more than three times, the customer will have the option to either remove or replace it.



电镀: 白
陶瓷: QSY-120黑色
Plating: white



Designer: leo
Date: 2020.3.13

3D models and samples confirmation

Brand manager sends an email to the customer attaching the 3D model for approval.

The timeframe for the approval process is typically between 5 to 10 days, depending on the complexity of the project.

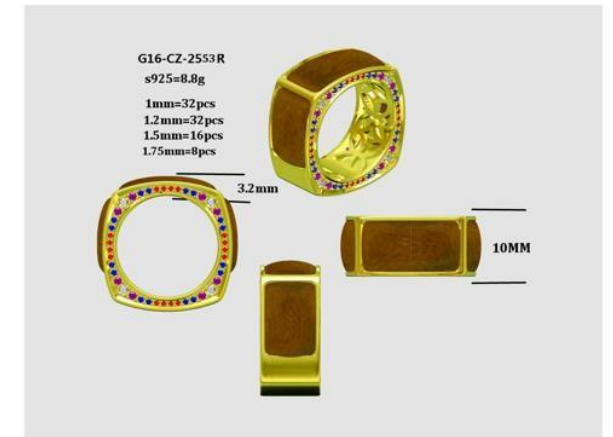
The customer is requested to provide feedback via email, using the same format in which the 3D models were received (see example →).

After receiving the customer's comments, the brand manager will reach out to confirm the details.

If any changes are made, the approval procedure will be repeated. However, if the model requires more than three corrections, the customer will have the option to either remove or replace it based on their decision.



OK, all sides should be black




Adjustment of samples according to customer feedback

Customer receives samples within 14 - 21 days after approval of all 3D models, depending on the complexity of the design.

Brand manager sends a table with SKU and descriptions to the customer by e-mail.

Customer adds comments to the table within 3-5 days after receiving the samples and sends them back to the company.

No	Article No	Description	Pic	Type	Stone	Stone Qty	GrossWt, g	\$/per item	Customer's comment
1	G16-CZ-2401-1BC	Fresh water pearl		Brooch	PL(W)-RD-A-6-1 CZ(W)-RD-AAA-1-50 CZ(W)-RD-AAA-1.1-15 NANO(BK)-RD-A-1-2 NANO(BK)-RD-A-1.1-18	86	3,07	2,28	

Adjustment of samples according to customer feedback

The customer will receive the revised or adjusted samples within 10 to 21 days after the initial confirmation. The process of providing feedback and filling out the comment table will be repeated.

Subsequent approval of the samples will be done in video format.

The customer is eligible to place an order once they have confirmed 80% of all the designs in the collection.

Samples that are being finalized will be included in the order after their approval. Alternatively, the customer may request their cancellation.

All approvals, from the development stage of the technical specification to the confirmation of the samples, will be conducted by the same responsible person or persons who are leading the project from the customer's side.



Finalizing the Order and Making the Prepayment

Upon agreement on the samples, the customer proceeds to complete the order (typically within a period of 3 to 5 days).

The customer will receive an order form that provides a comprehensive description of each model, details such as: metal color, coating, insert color, and other relevant specifications. The prices for each approved model will also be indicated.

If the customer desires a specific model to be available in multiple colors, a new line can be added in the table assigned to that particular model, along with the corresponding description. Additionally, the customer will receive a universal color card containing digital color codes, which serve as a guide for accurately indicating the color of stones.

Customer receives an order form with a detailed description (metal color, coating, insert color, etc.) and prices for each model, which were previously approved.

If any specific model is required to be in more than one color, a line can be added in the table with the article assigned to this model containing new description.

Customer receives a universal color card with digital color codes for the correct indication of the color of stones.

[illegible]

Finalizing the Order and Making the Prepayment

The customer's order will be processed within a timeframe of 3 to 5 days. If any changes or additions have been made to the description or new colors have been introduced, the customer will be informed and updated accordingly.

The following elements are fixed:

- Total SKU
- Minimum quantity per SKU (not less than 50 pcs for the first order and not less than 300 pcs per year)

To maintain the exclusivity of these models, if the customer does not meet the minimum annual quantity requirement, they will be required to pay the cost of the master model, ranging from \$50 to \$150, depending on the complexity of the design.

- Metal price (\$)
- Total order amount (\$)
- Production timeframe (30 days or more, but not exceeding 45 days)
- Master model's price (\$)

The second deposit, which should not be less than 70% of the total order amount (including the first deposit), will be invoiced to the customer. The customer is expected to make the payment within 5 days. Once the deposit is received in the company's account, the order will be placed.

The customer has the option to make changes to the quantity or color of the models within 5 days after providing the payment.

Quality control checks, delivery and final payment.

- The customer is responsible for checking the quality and quantity of the delivered items within a period of 1 to 2 days.
- If there are any complaints or issues, the customer should send a credit note via email to the company's designated e-mail address.
- The customer should contact the project manager (PM) to confirm the details and address any concerns.
- Once everything has been confirmed and resolved, the customer proceeds to make the final payment (balance) for the order.

